

# Course Registration Guide (2016 Fall Semester)

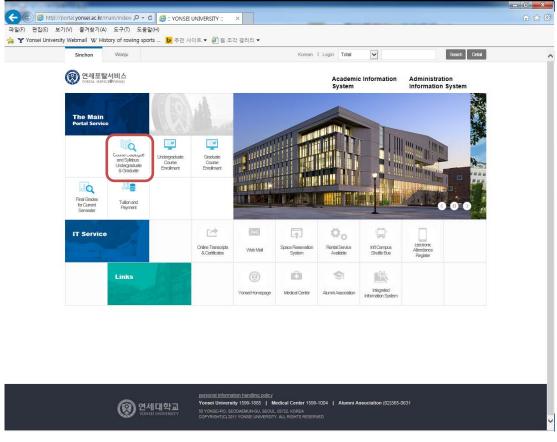
# **Course Catalogue**

### A. Online Course Catalogue

Course syllabi are available online through the Yonsei Portal System (<a href="http://portal.yonsei.ac.kr">http://portal.yonsei.ac.kr</a>). Select 'ENGLISH' if you wish to view the English version.

Click on 'Course Catalogue and Syllabus'. This is the menu for checking the courses offered and syllabi, as well as previous course offerings. No login is required to access this menu.

The course information is subject to change without prior notice. Please check the changes through online course catalogue on Yonsei Portal System.



Please note that if you do not use Internet Explorer, Yonsei Portal System may not work properly (e.g. drop-down menus do not work on firefox). Thus, whenever you want to access to the Yonsei Portal System, please use Internet Explorer.

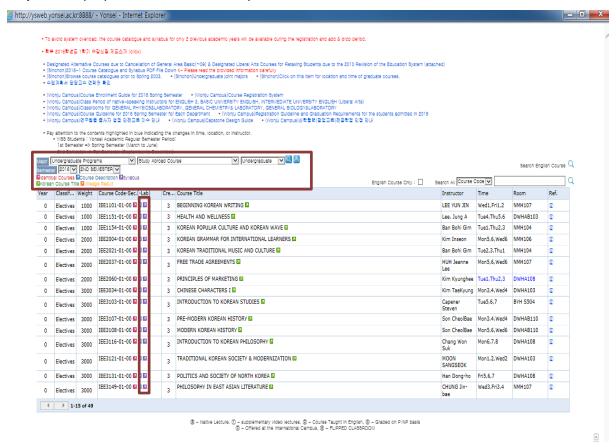
# **B.** Course Syllabus

**Step 1**: Go to Portal (<a href="http://portal.yonsei.ac.kr">http://portal.yonsei.ac.kr</a>) and click on 'Course Catalogue and Syllabus: Undergraduate & Graduate'

**Step 2**: Search for the course you wish to take

- ① You can choose search option: Course code, course title, instructor, or time
- ② Check the semester, as some courses shown may be from previous semesters

Step 3: Click purple box to view course syllabus



# Q: If I can take a course taught in Korean, how can I get the syllabus in English? And would this be transferrable to my home university?

A: You are responsible for requesting an English course syllabus from your professor before you leave the program. Course transfer is the discretion of your school, not Yonsei University.

### Q: What if there is no course description or syllabus for the offered courses?

A: Check the previous semester's course information through Yonsei Portal. Otherwise, email your professor to get it. Getting the right syllabus before the end of the semester is important for your credit transfer process at your home institution.

### C. Course Level

The course level can be determined by the course code. If the course code is 1000 level (e.g. IEE1101), the course is considered a General Education / Lower Level undergraduate course. From 2000 to 4000, the course is considered a Major Elective / Required / Basic course. From 5000 above, the course is classified as a Graduate Course.

### D. Course Timetable

On Yonsei Portal, the course time period is written as Mon1, Tue 2, 3 or Mon1 Tue2,3(Fri 2,3). The numbers indicate the time periods. All classes last 50 minutes, followed by a 10 minute break.

Days	Time Period	Class Time
M, T, W, Th, F	1	09:00-09:50
	2	10:00-10:50
	3	11:00-11:50
	4	12:00-12:50
	5	13:00-13:50
	6	14:00-14:50
	7	15:00-15:50
	8	16:00-16:50
	9	17:00-17:50
	10	18:00-18:50

## E. Reference Code

Code	Meaning	
a	Course is taught in a language other than Korean and English (e.g. Chinese, Japanese, Spanish, French, etc.).	
<b>(b)</b>	Course is graded on a Pass/Non-Pass basis.	
©	Course is offered at Songdo International Campus. (Therefore, it is NOT available for exchange/visiting students.)	
1	Course has supplementary video lectures, available at the <u>YSCEC website</u>	
2	Course is taught in English.	

- Courses without reference codes of (a) and (2) are taught in Korean.
- Other than the above pre-fixed reference codes, each college/department may add more numbers or codes, and those have different restriction or information. In that case, please search the course again through the College > Department > Course Search order.

For example, UIC Only courses have two reference numbers, which are ② and ⑧.